

**February 19, 2014**

**The Board of Commissioners held its regular meeting February 19, 2014 in the Forand Manor Conference Room – at 5:30pm for the following reasons:**

**1. Meeting Called to Order**

**2. Roll Call**

**3. Resident/Community Concerns or Comments**

**4. Approval of Minutes of Previous Meeting of January 22, 2014**

**5. Executive Summary**

- Grant Funding Update**
- Pest Control**
- Modernization and Funding Obligation Updates – CFP**
- National Grid - Rebate**
- Upcoming Conferences - NAHRO/NERC/PHADA**
- Annual Review**

**6. Consent Agenda – Department Reports**

- Financial Management**
- Housing Management**
- Leased Housing**
- Facilities Management/Modernization**
- Resident Services**

**7. SEMAP / PHAS– High Performer Status-PIC Reviews**

**8. Annual Dinner - Discussion**

**9. Adjournment**

**The meeting was called to order at 5:35pm by Chairman Cornelius Flynn.**

**Upon a Roll Call, those “Present” and “Absent” were as follows:**

<b>Present</b>	<b>Absent</b>
<b>Cornelius Flynn, Chairman</b>	<b>Julio Castillo,</b>
<b>Commissioner</b>	
<b>Gladys Burns, Vice Chairperson</b>	<b>Lucia</b>
<b>DaGamma-Therriault, Commissioner</b>	
<b>Paul Charette, Commissioner</b>	
<b>Tina Sullivan, Executive Director</b>	
<b>Paula Llera-Delgado, Executive Administrative Assistant</b>	
<b>Ray Marcaccio, Attorney at Law</b>	

**Others in attendance**

- Denis Constantineau, Wilfrid Resident**
- Sue Levasseur, PH Manager**
- Bill Aunchman, Maintenance Supervisor**

**Public Comment or Concern:   None at this time**

## **Approval of Minutes:**

**Chairman Flynn asked if there were any questions or concerns regarding the regular meeting minutes of 1/22/2014.**

**There being no questions or concerns, a motion was made by Vice Chairperson Burns to approve the 1/22/2014, the motion was seconded by Commissioner Charette and carried by all present.**

## **Executive Summary**

**Executive Director Sullivan asked the BOC to move line item 5 until the last line item for discussion due to Commissioner Castillo running behind schedule due to the weather, in the hopes he'll be able to attend later in the meeting. The BOC agreed to move the line until too last on the Agenda.**

## **Consent Agenda**

**Chairman Flynn asked if there were any comments or concerns regarding the Consent Agenda. There being no questions or concerns Chairman Flynn asked for a motion to approve Vice Chairperson Burns made a motion to accept the consent agenda, seconded by Commissioner Charette and passed by all.**

## **SEMAP / PHAS– High Performer Status-PIC Reviews**

**Executive Director Sullivan was pleased to announce to the Board of Commissioners that this year The Central Falls Housing Authority has been rated a High Performer with a score of 100% by the US Dept. of Housing and Urban Development for its Public Housing, Maintenance, Finance and Section 8 departments. This will be the 5th year in a row that the CFHA has been a high performer. Executive Director Sullivan expressed her thanks for all the hard work and dedication of all parties involved in order to achieve such an accomplishment. (BOC, CFHA Staff in all departments)**

### **Annual Dinner**

**The Executive Director asked the Board if they had any preference on where they wanted to have the Annual Dinner. Chairperson Flynn stated he liked having it in the city and would like to see the Authority continue to do so. It was recommended by the board that the dinner be held at El Paisa Restaurant.**

### **Executive Summary**

**The Executive Director provided an update of upcoming and ongoing projects at both manors.**

### **Public Housing:**

**Unit turn over average for February, 2014 is as follows:**

**Fiscal Year up to February 11, 2014**

**Average 14.2 Days**

#### **Wilfrid Manor**

**Replace Shut off Valves in all apartments. The Maintenance staff will be completing this project. This should be completed by August 2014.**

**Replace Kitchen Faucets in all apartments. This will be completed by maintenance staff. This project is being funded Capital Reserves. This should be completed by August 2014.**

**Install Tub Surrounds in all units and showers to handicap units. This project will be bid early March 2014.**

#### **Forand Manor/Annex**

**Replace Shut off Valves in all apartments. This will be completed by maintenance staff. This should be completed by August 2014.**

**The Authority is currently working with its architect to develop plans to renovate the apartment kitchens including cabinets and countertops. Plans are 80% complete. It is the goal to have this project out to bid March 15, 2014.**

**Building Envelope project to include washing/painting and sealing of the building. This project will be bid approximately July 2014.**

#### **Section 8:**

**Currently there are 129 individuals on the Section 8 waitlist. The Authority will deplete the list before opening it up to the public so those that have been on the list for years will have the opportunity to receive assistance. The Authority is targeting September 2014 to open the list depending on funding and applications remaining.**

#### **Resident Services:**

**The Association at Forand has been stabilized. The Association President has been working with the current members as well as recruiting new members in order for them to move forward. The RSC and Executive Director have also been working closely with the president and the members in order to assist them with their duties.**

#### **Maintenance/Modernization:**

**CFHA staff at the Authority is in the process of developing the 5 year Modernization Plan. As part of this project the Authority are reviewing the current modernization plan as well as meeting with maintenance staff to determine the projects that will need to be completed in the**

**upcoming years based on age of work needed, and its necessities.**

**Executive Director Sullivan explained that the Authority did not receive the Security Grant this year. The Grant was a highly competitive, and went into a lottery for all Housing Authorities this year.**

### **Community Room Concerns**

**All departments within the Housing Authority are operating smoothly, with one exception to that, the Community Room at Forand Manor. Executive Director Sullivan explained that there are many issues with residents bullying other residents, resident family members getting involved. Some issues are based on race, color, ethnicity, age etc. The issue seems to be escalating to a level on a daily basis which.**

**Executive Director Sullivan provided the board with some of her ideas, and would like feedback from the Board on how they feel as this situation will not be an easy one if the Community Room has to be closed daily and opened for events only. After much discussion, the Board of Directors unanimously agreed to have a special meeting held in the community room for all residents to attend and discuss**

issues should this situation worsen. The Director will continue to monitor and take action where needed as well as outreach to local agencies for assistance with programming for this type of situation.

Chairman Flynn asked if there were any comments or concerns regarding the Executive Summary. There being no questions Chairman Flynn asked for a motion to approve the report. A motion was made by Vice Chairperson Burns to accept the Executive Summary, seconded by Commissioner Charette and passed by all present.

There being no further business, questions or concerns to come before the board, a motion was made by Commissioner Charette and seconded by Vice Chairperson Burns to adjourn the meeting at 6:40 pm. The motion was carried by all.